

FINANCE COMMITTEE

October 21, 2010

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, October 21, 2010, in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present. Supervisors Mawhinney, Kraft, Beaver, and Podzilni.

Committee Members Excused: Supervisor Diestler.

Staff Members Present. Jeff Smith, Finance Director; Craig Knutson, County Administrator; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Randy Leyes, Register of Deeds; Vicki Brown, Treasurer; Lori Stottler, County Clerk; Mickey Crittenden, Information Technology Director; Michelle Schultz, Real Property Lister; Ben Coopman, Public Works Director.

Others Present: None.

Approval of Agenda. Supervisor Podzilni moved approval of the agenda as presented, second by Supervisor Kraft. ADOPTED.

Approval of Minutes. Supervisor Beaver moved approval of the minutes of October 7, 2010 as presented, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications, Announcements, Information. Ms. Brown gave an update on the tax foreclosure properties and the auction. The Committee requested Ms. Brown look at the policy action to pay taxes first from these sales and to do a re-write of the policy.

Mr. Smith asked the Committee if they would consider meeting prior to County Board on October 28th at 5:30 P.M. for a couple resolutions needing to go to the County Board. The Committee agreed.

Mr. Knutson said the Janesville Gazette headline "Proposal Includes 8.45% Tax Hike" that was misleading, it should have said a 3.67% tax increase. He contacted Ann Marie Ames, Janesville Gazette, with the correction and they corrected this on Gazzettextra.com to "Proposal Includes 3.67% Levy Increase".

Mr. Knutson said Mr. Johnson, Beloit Meals on Wheels, was at the last County Board meeting requesting \$10,000 be added back to the funds they receive from the County. He said Ms. Lubben, Council on Aging, and Mr. Terronez wrote an explanation, which Supervisor Thomas asked to have sent to the County Board Supervisors.

Transfers and Appropriations.

Council on Aging

FROM

Account #

Amount

TO

Account #

Amount

30-3908-0000-62614 \$2,000
Purchased Services

30-3908-0000-62625 \$2,000
Outreach Services

Public Works

FROM

Account # **Amount**
41-4350-4270-62203 \$7,200
Natural Gas

TO

Account # **Amount**
41-4350-4270-62150 \$7,200
Engineering Fees

General Services - HCC Maintenance

FROM

Account # **Amount**
00-0000-0001-46205 \$9,371.32
Insurance Proceeds

TO

Account # **Amount**
18-1815-9200-62463 \$9,371.32
Fire Alarm System

Supervisor Kraft moved approval of the above Transfers for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Bills/Encumbrances

Finance Director	\$	497.63
Elections		1,986.67
Tax Deed Expense		127.95
Land Records		2,075.00
Information Technology		7,259.06
Stray Dogs		610.00
911 Project Operations		13,542.20

Supervisor Podzilni moved approval of the above Bills and Encumbrances for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Bills Over \$10,000. None.

Encumbrances Over \$10,000. None.

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments. None.

Resolution

Recognizing Joyce Steiner for Service to Rock County

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 does hereby commend Joyce Steiner for her 32 years and 4 months of service to the citizens of Rock County and extends its best wishes to her in her future endeavors.

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Joyce Steiner.”

Supervisor Kraft moved approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Review of Resolutions

Amending the 2010 County Contributions Budget

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 that \$8,000 of the unspent contributions allocated to Senior Services of Rock County for the Senior Companion Program be transferred to RSVP and the budget be amended as follows:

...”

Supervisor Beaver moved Finance Committee Endorsement of the above resolution, second by Supervisor Podzilni. ADOPTED.

Amending the 2010 Council on Aging Budget to Accept Nutrition Program Registration Fees

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 that the Council on Aging budget be amended as follows:

...”

Supervisor Kraft moved Finance Committee Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

Authorizing the Purchase of Automated Vehicle Locating Equipment and Amending the Public Works Department Budget

“**NOW, THEREFORE, BE IT RESOLVED** that the Public Works Department is hereby authorized by the Rock County Board of Supervisors convened this ____ day of _____, 2010, to undertake the first phase of a project to purchase and install up to eighty (80) AVL units on its snowplow trucks and equipment at an estimated capital cost of \$92,000, an estimated annual operations cost of \$20,000 in 2010 and a one-time reimbursement from the Wisconsin Department of Transportation of \$59,600; and,

BE IT FURTHER RESOLVED, that the Department of Public Works Budget be amended as shown below:

...”

Supervisor Podzilni moved Finance Committee Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

Department Budget Review

Finance Director Mr. Smith said the tax levy increase for his department is \$12,196 or 1.2%. He is not planning to go to the GFOA next year, and Ms. Oja has some ideas for updating software for some of the programs.

Register of Deeds Mr. Leyes said the Charter gives a good overview of the department and they are pretty much in agreement with the comments. He said they have a couple projects for the next few years. The Redaction Project is to take approximately 700,000 documents to scan and process. Then they have the project regarding the changes in the issuance of vital records.

Treasurer Ms. Brown said interest income is down and the fees on delinquent taxes is up. This is the third year she is planning on giving back her raise.

County Clerk Ms. Stottler said there is not much difference from last year. The change from microfilm to laser fiche is about \$3,000. The budget is a bit less this year because it is a two election year instead of four elections. The Federal Government changed the way passports are sent in but did not change the fee, so their costs are up and they keep less of the fee charged.

Information Technology Mr. Crittenden handed out the IT Budget by Fund Code for 2011 and the IT Initiatives for 2011 and went over them. He said the budget is similar to last years and Mr. Knutson added a new User Support position to help with public safety. This is a position that was very much needed.

Supervisor Kraft said some of the projects are listed as CIP projects. Mr. Knutson said \$30,000 comes out of sales tax, \$31,799 is from funds forwarded, and \$405,816 is long-term debt proceeds.

Other – Land Records Mr. Knutson said the write up for this is under Planning and Development, Real Property Lister on page 5. Ms. Schultz said the additions made are good decisions and will help save money in other departments.

Report on Cash Balances and Investments. Mr. Smith updated the Committee on cash balances and investments as of September 30, 2010.

Adjournment. Supervisor Podzilni moved adjournment at 9:22 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Secretary II

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.